



# Rockport Millbrook Meadow Committee

P.O. Box 51, Rockport, MA 01966

[www.millbrookmeadow.org](http://www.millbrookmeadow.org)

*Charmaine Blanchard  
Marcia Lombardo, Treasurer  
Aileen Morrissey  
Frederick H. Tarr III*

*Samuel W. Coulbourn, Chair  
Shannon Mason, Vice Chair  
Barbara Sparks  
Stephanie Woolf*

## Minutes of Meeting Wednesday, August 12<sup>th</sup>, 2015 Trustees' Room, Rockport Public Library

**7:00 p.m.** Chairman **Sam Coulbourn** called the meeting to order. Members present: **Barbara Sparks, Shannon Mason, Aileen Morrissey, Marcia Lombardo, Charmaine Blanchard** and **Ted Tarr**. Also present were **Gunilla Caulfield, Betsy Giannoccaro** and **Eric Hutchins**, Advisors to the RMMC. **Stephanie Woolf** was absent. **Cameron Smith** was also present. **Mitch Snell** and **Ashley Reynolds** arrived at 7:30 p.m. Betsy and Cameron left at 7:45 p.m.

### 1. Public input. None.

**2. Discuss Education Grant.** Cameron Smith was invited to share information on a possible education grant for MMC to pursue. He praised Eric's efforts at educating children in the Meadow. He said it was a "fairly easy ask" around educating children. Cameron opined that the proposed boardwalk around and across the Pond might present excellent educational opportunities. Members discussed possible connections based upon opportunities for education of children in the Meadow and Pond. Eric, who has taken part in many such educational events in the Meadow and Pond over the years, offered his experience, both personally and as a marine biologist with the National Oceanographic and Atmospheric Administration (NOAA). No specific grant opportunities were identified, but members agreed that we should pursue such grants. Eric suggested that most of the grants which might apply are those where one particular component of a project might be funded. Eric also suggested that we look into DPW's Storm Drain permit, which required DPW to agree to conduct (or fund) the conduct of educational programs. There may be opportunity for DPW to provide funding for this. Cameron also suggested that we look into an Olmstead grant.

### 3. Wedding Request.

Sam asked the Committee's indulgence to move this item forward in the agenda to accommodate the young couple who had come to make their request to hold a wedding in the Meadow. Ashley Reynolds of Stoneham and Mitch Snell of Lanesville outlined their request. They had met earlier with Sam in the Meadow. They had previously asked about putting up a tent for a reception for up to 150 guests. Tonight they said they were asking only to have the ceremony in the Meadow, at 3 p.m. on Saturday, October 3, 2015. Members asked the couple questions, and

then they left the meeting. Sam promised that we would get back to them to let them know our recommendation which we would make to the Board of Selectmen.

#### **4. Committee Business**

**Treasurer's Report.** Marcia stated that end-of year accounting in Town Hall was still quite confused, owing to the sudden departure of the Town Accountant, and the return of Roberta Josephson to the post.

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Marcia reported that as of June 30, 2015 we had \$1346.60 in our expense fund; \$177,844.80 in the Lura Hall Phillips Fund; and \$0 in the CPC fund. On hand in ECCF as of June 30 was \$62,049.42. Since that time, she said, there have been major reductions as our bills from Milone & MacBroom have been paid. She will provide that information at our September meeting. Shannon reported that we had taken in \$150 in donations and tee-shirt sales at the Acoustics Festival on August 9<sup>th</sup>.

**Approval of Submitted Bills.** Marcia moved to reimburse Shannon \$179.60 for printing of raffle tickets; Barbara seconded; all voted to approve.

Marcia moved to reimburse Shannon \$83.20 for Invasive treatment boards for Meadow; Aileen seconded; all voted to approve.

Marcia then moved to reimburse Sam for \$117.60 for postage for mailings; Charmaine seconded; all voted to approve.

**Approve Minutes of July 8<sup>th</sup>.** There were no changes. Shannon moved to approve, Ted seconded; all voted to approve.

Sam asked if we needed to order more tee-shirts. Charmaine suggested that we add youth sizes. Shannon suggested that we order grey shirts only. Charmaine asked about having them in green or yellow for youth, and Shannon said that we would have to pay more as the color of the logo determines what color shirts will work. She will look into sizes that need augmenting and possibilities for youth shirts and report at the September meeting.

**5. Update status of Millbrook Meadow Restoration.** Barbara reported that MMI is now at the 50% point in developing construction drawings, and they will send them to us next week for our review. Eric has advised the Committee numerous times that for us this review will be tremendously important, and we must study these drawings, and ensure that DPW and the DPW Commissioners are able and agree to review and comment upon them. Eric said that he had done some one hundred MEPA filings, and his biggest worry is for local agencies to throw in an objection or a tough question when MEPA asks them for their comments, which could trigger an Environmental Impact Report (EIR). In the strongest terms, Eric advised that we involve and engage the DPW Commissioners in the review of the MEPA filing before it is submitted, to hear their reaction and possible objections when we can still correct the differences. Barbara stated that she was quite confident that MMI has shown that they know their business about MEPA filings, but agreed that we should make every effort to involve the Commissioners in this important review.

Barbara then brought up the subject of handicapped accessibility and parking, and suggested that we show to reviewing agencies that we have this in hand. We have requested HC spots on Beach Street and we should also request them on King Street. Ted suggested that we ask Michael Welcome for some form of agreement to locate one or more HC spot in his parking lot.

Barbara then brought up the possibility that the proposed relocation of Mill Brook would also allow us to claim "restoration of habitat" along the new watercourse. Eric expressed doubt.

#### **6. Meadow and Pond Use Request Policy and Procedure.**

Sam thanked Charmaine for preparing this use application and Barbara for providing additions. Members discussed the form, to which the fee structure for use, and the rules for using the Meadow and Pond, have all been added to a one-sheet, two-sided document.

The fact that we have an actual wedding application to decide upon helps us to focus on just what we should accept for use of the Meadow, and what we should object to.

Barbara mentioned that we do not have a staff to work with applicants for a complex, large event; we do not have a list of vendors whom we know will respect the fragility of the Meadow. The Rockport Music event was different in that this was a local non-profit organization with a proven track record of hosting events, and they took care of all the uncertainties that MMC would have to handle in the case of any other such event.

Members agreed that we really should not approve such events. We should not allow large tents, or events involving large numbers of people.

Members were generally satisfied with the form as presented, but Barbara suggested that Charmaine and Sam work out a procedure for handling such requests, and this procedure be placed on the form. Sam will propose a suggested procedure to Charmaine and the two will come up with a document for the September meeting.

**Snell-Reynolds Wedding.** In the case of Snell-Reynolds, the Committee voted to recommend approval of a wedding ceremony in the Meadow at 3 p.m. on Saturday, October 3, 2015, with no more than 20 chairs, for handicapped and elderly guests. All other guests would be expected to stand for the 20-30 minute ceremony. We will recommend that the event be located sufficiently apart from the children's play area that children will still be able to use the facilities during the wedding, and attendees at the wedding not be disturbed by the children. The applicant would be expected to set up for the wedding no more than two hours prior, and remove all chairs and decorations no more than two hours after. Sam will forward this recommendation to the Board of Selectmen.

**Request for Jayclyn Meyer Wedding, May 21<sup>st</sup>, 2016.** Members likewise opposed installing a tent and holding a reception for this event as well. Shannon will discuss this with the applicants.

## **7. Fundraising Sub-Committee, Publicity and Community Outreach.**

**Status of FSC fundraising and grant application efforts.** Shannon reported that the first checks and charges are arriving from the most recent mailing (July 29). There are no current grant applications in process. We presently have donations in the amount of \$81,470, which includes \$25,000 by an anonymous donor, who offered a challenge grant. We have met the challenge.

**Pam Fox Painting Raffle.** Shannon thanked Charmaine for initiating the contact with Institution for Savings and we have obtained permission to display Pamela Fox's painting in the lobby of the Rockport branch for the month of August, and into September. At some point the bank will wish to replace it with another display, she said. At the Acoustic Festival Shannon said that Pam Fox showed up and helped us in the booth, and that was a wonderful boost. We sold 19 chances for the raffle (we have 300 in all to sell). Shannon distributed 20 tickets to each MMC member, and said that we plan to set up a table on Saturdays in front of Toad Hall to sell raffle tickets, and we will also sell them at the HarvestFest on October 17<sup>th</sup>.

**Discussion of community presentations.** Sam reported giving a briefing to the Council on Aging. The group were very interested and supportive. One member volunteered to serve us as an advisor on websites and electronic outreach.

## **8. Information Kiosk for Meadow—**Aileen reported that her husband is about to start construction of the information board.

**9. New Business.**

**Eel Count.** Eric reported that the eel count for this year's run is now 534.

**10. Next Meeting: Wednesday, September 9<sup>th</sup>, 2015 at Trustees' Room, Rockport Public Library.**

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**11. Adjourn 9:48 p.m.**

**Approved:**

**Samuel W. Coulbourn**

**Copy to: Town Administrator; Director of Public Works; Conservancy Board and Advisors; Conservation Agent; DPW Commissioners**